



Announcement of Position Opening

Multistate Tax Commission Counsel

The Multistate Tax Commission is seeking candidates to fill a position in its legal division. A description of the responsibilities of counsel is attached to this Announcement (see "Position Description").

The Multistate Tax Commission is an intergovernmental state tax agency working on behalf of states and taxpayers to administer, equitably and efficiently, tax laws that apply to multistate and multinational business enterprises.

Position to be filled: Counsel

Job location: The Commission's main office is in Washington, D.C., and working from the main office is preferred, but not required. (Note: The Commission will not provide a moving allowance.)

Minimum qualifications and experience required: Graduation from an accredited law school and admission to the bar of the highest court of a state or to the bar of the District of Columbia. Demonstrable interest in issues of state tax administration and policy in the multistate tax environment.

Compensation: Commensurate with experience.

Application closing date: Applications should be received by January 26, as the Commission expects to conduct interviews in February. But applications received before the position is filled will be considered.

Method of application: Submission of a letter of interest together with a resume of the applicant, a recent legal writing sample, the names, addresses, and telephone numbers of three references, and, if the candidate has fewer than 3 years of experience, a transcript from the candidate's law school. Send all documents to **William J. Six – via email:** wsix@mtc.gov (please have all documents in PDF format), or you may mail them to:

ATTN: William J. Six
Multistate Tax Commission
444 N. Capitol St., N.W., Suite 425
Washington, D.C. 20001-1538

Position Description

Multistate Tax Commission Counsel

I. Duties and Responsibilities. Counsel works in the Commission's legal division and reports to the deputy general counsel and general counsel. Responsibilities may include:

1. Providing research, advice, and representation to the Commission directly and through its executive director.
 - a. Provide research, advice, and written opinions regarding internal administrative matters, including personnel; employee benefits; purchase and lease of Commission property; state procurement contracts; etc.
 - b. Provide research, advice, and written opinions for both administrative and judicial forums, regarding the rights and liabilities of the Commission, its member states and others under the Multistate Tax Compact and Commission Bylaws.
 - c. Work with the rest of the legal division to prepare and file *amicus curiae* briefs on matters of interest to the Commission in state and federal courts.
 - d. Provide research and advice regarding legislative proposals affecting state and local taxation pending in Congress and state legislatures.
 - e. Review legal opinions and articles in the areas of interest to the Commission.
2. Providing research and advice to the Executive, Uniformity, Audit, Nexus, and Litigation Program Committees and Commission staff who support these programs and special projects.
 - a. Provide, at the request of the executive director, research and advice to the Executive Committee regarding its legal rights and duties under the Multistate Tax Compact with respect to its members or third parties.
 - b. Research issues in the taxation of multistate enterprises for Commission programs and their oversight committees and provide written documents and opinions pertaining to these topics.
 - c. Staff the Uniformity Committee and its work groups and assist in drafting uniform model laws and regulations.
 - d. Staff the Litigation Committee and the projects undertaken by the committee.
 - e. Participate in training provided by the Commission.

II. Minimum Qualifications.

1. Education and Admission to the Bar. The position requires graduation from an accredited law school and admission to the practice of law in any state or the District of Columbia.
2. Knowledge. The person in this position must have an interest in and knowledge of the legal theories regarding the areas of state tax law, state and federal constitutional law, administrative law, and contracts.
3. Abilities. To be considered, the candidate must be able to:
 - a. Travel regularly (approximately 5-7 times a year) to attend meetings, conferences, or training;
 - b. Research legal issues in a timely and thorough manner and to write and speak clearly and effectively about these issues;
 - c. Represent the Commission in public forums through the presentation of speeches and instructional material in a manner that provides a competent and tactful representation of the Commission's efforts;
 - d. Demonstrate sound legal judgment.

The Multistate Tax Commission does not discriminate in its employment practices based upon race, color, religion, national origin, gender, age, marital status, personal appearance, sexual orientation, family responsibilities, physical handicap, or political affiliation.